



Planning Department

TOWN OF ACTON
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MEMORANDUM

To: Planning Board **Date:** July 3, 2013

From: Kristen Domurad-Guichard, Assistant Planner

Subject: Windsor Heights –
Application for Preliminary Subdivision Plan Approval

Location: 56 Windsor Ave. (West Acton)
Owner: Michael Conwill
Applicant: Westchester Co.
Engineer: Markey & Rubin 360 Mass Ave. Suite 200 Acton, MA 01720
Proposed Lots: 3
Proposed Units: 3 new dwelling units (1 existing to be demolished)
Proposed Streets: Windsor Heights
Street length: +/- 129 feet
Land area: 1.5 acres
Common Land: none
Map/Parcel: F2-B #45
Zoning: Village Residential (VR)
Filing Date: **June 3, 2013**
Public Meeting: **July 16, 2013**
Decision Due Date: **July 18, 2013**

Attached for your consideration is a draft decision for the proposed “Windsor Heights” preliminary subdivision. The Planning Department understands the applicant filed this preliminary subdivision plan with the intention of protecting existing zoning on the site and does not intent to construct the plan. Therefore, the Planning Department did not provide comments relating to the site layout or sidewalks only to the extent that the plan complies with applicable Rules and Bylaws for an approved preliminary subdivision plan.

Comments

1. The Applicant has not requested any waivers.
 2. The proposed lots comply with the area, frontage and setback requirements of the Bylaw.
 3. The proposed +/- 129-foot subdivision street is constructed as a loop turnaround, and fully complies with design standards set forth in the Rules.
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4. The Plan shows three driveways off the loop turnaround. The Plan should be modified to comply with Section 8.1.18.1 (c) of the Rules which states there shall be no more than two driveways or common driveways that access a loop turnaround.

We believe the issue noted in #4 is minor in nature and can be easily addressed in the decision; in all other aspects the plan appears to comply with the Town of Acton Zoning Bylaw and Subdivision Rules and Regulations. Additional comments from other Town departments, committees, and agencies are attached. Please review the other departmental comments.

Cc: Applicant
Engineering Department
Manager's Department